Minutes: Early ACCESS Executive Committee

Date, time, and place

Wednesday, April 7, 2010

2:00-4:30pm

Jesse Parker Building, Starkweather Conference Room

Attendees

Present: Kelly Hancock, LauraBelle Sherman-Proehl, Carrie Sodders, Debra

Waldron, Stacey Kramer, Jeff Anderson, Jane Borst and Mary Stevens **Staff:** Julie Curry, Marion Kresse, Rae Miller, Angi Walker, Meghan Wolfe

Not attending: Gina Green

Guest: Wendy Rickman, Gloria Frolek Clark

Approval of previous minutes

Kelly Hancock

Quorum was established.

Action: Minutes of the February 10, 2010 Executive Committee meeting

were approved as submitted.

Jeff Anderson and Wendy Rickman

DHS reorganization 2:15 - 2:35

Wendy Rickman was introduced to the group. Wendy has been named the new Division Administrator for the Adult, Children, and Family Services (ACFS) Bureau. An update was given regarding changes to the Department of Human Services (DHS). One of the main changes will be the merging of the Income Maintenance Division, and the Service Division. The number of services areas will decrease, from eight to five. This restructuring will better balance the number of people served per area. Some of the DHS service offices have changed their hours, and are no longer open full-time. This will impact the amount of time that caseworkers have to engage with families as each caseworker's caseload will increase. Some frustration can be expected as these changes are implemented.

Another change for DHS is the addition of two deputy directors. Prior to this change, the division administrators reported directly to the director of the department. The current process will be for the division administrators to report to a deputy director. In the division of field operations, there will be a stronger role in the central office working with the service area managers; this will create a stronger emphasis on equitable services. There will now be a centralized location for determining childcare eligibility to ensure consistency across all areas. Payments will now all be made through the new management information system, and will all go through the central office. A centralized intake system will be put in place which will ensure a standardization of this process.

Minutes: Early ACCESS Executive Committee, Continued

Julie Curry and Gloria Frolek Clark

Family Outcomes 2:35- 3:45

The topic of Family Outcomes and how to measure them was discussed at the February Executive Committee meeting by Janet Gartin. Stakeholder input has been gathered on how to measure outcomes. The Office of Special Education Programs (OSEP) gave guidance for 14 indicators to ensure implementation of federal law. OSEP's goal is to track how families feel about the effectiveness of our services. However, this tool was not useful for direct service providers. Empowerment programs are required to turn in data using the LifeSkills Progression tool. They have found it to be a useful in gathering family outcome data, for the program administration, and giving direct providers feedback. In another two years we will be designing a new six-year state performance plan. Could this tool be good be used to compliment the information we get from the parent survey currently used?

ARRA funds are available to help support our conversations to study and recommend changes for the six-year plan. Three areas we look at are; whether families know their rights, whether they can effectively communicate their children's needs, and how well we help children to grow and develop. A suggestion was made to contact other states that have good outcomes on the C4 indicator and ask which tool they use and how effective it is. What made a difference is a key factor that needs to be determined to know whether we have adequate resources allocated for Early ACCESS services. Would need to take a look at research to see how outcomes relate to frequency of services. Eventually more data will be available from the web IFSP tool.

The questions on the surveys will have to be closely reviewed and compared with the information we are seeking. What are the questions that we are trying to answer? Families need to know that the survey is anonymous. In order to gather input from AEA, service providers, and families - someone with research background would be helpful to the guide process. Need to consider what the web IFSP can offer us - how long that would take and how much funding would it require?

Should we have the council submit a letter to OSEP concerning the indicator, and what we have to do to meet their requirements? Do we want to start from the questions, and develop the method of finding answers from there, as opposed to choosing a tool, and then determining the questions?

Lead agency update 3:45 - 3:50

LauraBelle Sherman-Proehl

Determination letters were sent out to the Regional Grantees. A sample letter was available for the members to review, as well as the performance levels and criteria for the determinations.

An American Recovery and Reinvestment Act (ARRA) desk review audit form was submitted to the Office of Special Education Programs (OSEP). Questions were answered regarding assurance of the usage of ARRA funding. A handout was available for everyone to review regarding the responses given to OSEP's questions.

The State Application is currently posted on the Department of Education's website for public comment.

Membership committee 3:50 - 3:55

Marion Kresse

The membership committee has identified individuals eligible for reappointment. Some have served a partial term, and some have completed a full term. Two partial-term positions are currently available. The membership committee is looking for recommendations to fill two parent positions on the Iowa Council for Early ACCESS.

Julie Curry

Survey regarding Sustainability 3:55 - 4:00

There is concern with sustainability for items funded through the American Recovery and Reinvestment Act (ARRA) funds. The directors of Area Education Agencies (AEAs), Early ACCESS leadership, and state staff are all being surveyed to determine the level of concern. The full Council will be surveyed at the May 21, 2010 meeting. The Executive Committee will receive the survey through email.

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Minutes: Early ACCESS Executive Committee, Continued

Review agenda for May 21st ICEA meeting 4:00-4:20 The table below indicates the topic and discussion leader for the May 21, 2010 ICEA meeting.

Topic	Discussion Leader
Family Story	Jule Reynolds
Lead Agency Updates	LauraBelle Sherman-Proehl
Executive Committee update	Kelly Hancock
Medicaid Workgroup	Jim Donoghue
Legislative Update	Signatory Agencies
Priority Setting for FY 11	Kelly Hancock
QSR report	Rae Miller
ICEA Committee Reports	Chairs of Committees
Sharing/Adjournment	Kelly Hancock
Thank outgoing members - certificates	Kelly Hancock

Plan June 9th Executive meeting 4:20-4-30 The table below indicates the topic and discussion leader for the June 9, 2010, ICEA Executive Committee meeting.

Topic	Discussion Leader
Lead Agency Update	LauraBelle Sherman Proehl
Policies re children in foster care	Jeff Anderson
MOA Action Plan Update	LauraBelle Sherman-Proehl
Legislative update- suggestions for	Signatory Agencies
next session	
Priority setting for FY 11	Kelly Hancock